

SECRET

CONFIDENTIAL

FOREIGN SUPPORT STAFF

MISSION:

Acts for the Director of Security in assisting him in his exercise of technical security administration, guidance, and support of overseas security personnel and activities.

FUNCTIONS:

1. Exercises administrative control of security personnel selected for or returning from overseas positions, unless otherwise assigned and provides career guidance for security personnel selected for, assigned to, and returning from overseas positions.
2. Serves as Secretariat on overseas communications and maintains a record of actions in each instance.
3. Keeps the Director of Security and his Deputy Directors continually informed of the security support requirements and activities of overseas security officers, including all communications received from them, and the replies thereto.
4. Provides centralized services and guidance on cables, dispatches, pseudonyms and cryptonyms for the Office of Security.
5. Is responsible to conduct and arrange for briefings and debriefings of all Office of Security personnel departing for or returning from overseas assignments.
6. Makes recommendations to the Office of Security Training Officer for his guidance in developing training programs and coordinates on training programs proposed by ATG for security personnel assigned to overseas positions.
7. Obtains or develops information in order to maintain current knowledge on overseas security support problems, requirements and activities.
8. Follows action on requests for direct support to security representatives overseas.
9. Takes such other actions in support of the overseas security programs as may be ordered by the Director of Security.

APPROVED:

Date

CONFIDENTIAL